

# MARYLAND CENTER for SCHOOL SAFETY

## Weekly Tabletop Exercises

**Date:**

**Facilitator:**

**Participants:**

**Which part of your Emergency Plan are you reviewing:**

**Scenario:** The week leading up to the winter break has been exciting with the students being able to participate in festive events. On Friday, while watching a movie a student begins to choke violently on candy that was provided before the movie began.

| BEFORE   | DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT |
|--|---|
| <b>What are the initial actions?</b>                       |   |
| <b>Who is involved?</b>                                    |   |
| <b>Who is affected?</b>                                    |   |
| <b>Who is responsible for responding to the situation?</b> |   |



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| DURING   | DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT |
|--|---|
| What additional problems does this cause?                      |   |
| Is the situation escalating or de-escalating?                  |   |
| What information do you need?                                  |   |
| Who else needs to know? How will you deliver this information? |   |

| AFTER-ACTION                            | DISCUSS IMPORTANT DETAILS ABOUT THE INCIDENT |
|---|--|
| What was the plan?                      |  |
| What were the strengths?<br>Weaknesses? |  |
| What was learned?                       |  |
| How do you improve?                     |  |

RESOURCES



Visit [ShoolSafety.maryland.gov](https://shoolsafety.maryland.gov), go to "Resources", then "Training"



CONTACT INFO



Brittani Ayers, School Prevention and Intervention Specialist  
[brittani.ayers@maryland.gov](mailto:brittani.ayers@maryland.gov)

